



सत्यमेव जयते

The Gujarat Government Gazette

PUBLISHED BY AUTHORITY

Vol. LXIII]

THURSDAY, DECEMBER 29, 2022 / PAUSHA 8, 1944

[No. 52

Separate paging is given to this Part in order that it may be filed as a Separate Compilation.

PART IV-A

Rules and Orders (Other than those published in Parts I, I-A, and I-L) made
by the Government of Gujarat under the Central Acts

LEGAL DEPARTMENT

NOTIFICATION

Sachivalaya, Gandhinagar, 19th December, 2022

CONSTITUTION OF INDIA

No.GK/26/2022/ECO/102013/109/E:- In exercise of the powers conferred by the proviso to article 309 of the Constitution of India and in supersession of all the rules made in this behalf, the Governor of Gujarat hereby makes the following rules to provide for regulating conditions of service of persons directly recruited to the to the post of Accountant/Inspector in Charity Organization Class III, in so far as they relate to their Pre-service Training and passing of the Post-Training Examination, namely:-

1. **Short title, commencement and extent;-**

- (1) These rules may be called the Accountant / Inspector in Charity Organization Class III, (Pre-service Training and passing of post-training examination) Rules, 2022.
- (2) They shall come into force from the date of their publication in the *Official Gazette*.
- (3) Notwithstanding anything contained in any others rules governing appointment to the post of Accountant/Inspector in Charity Organization Class III, these rules shall apply to the persons directly recruited Accountant/Inspector, Class III, in Charity Organization.

2. **Definitions.-**In these rules, unless the context otherwise requires;-

- (a) "Appendix" means the Appendix appended to these rules;
- (b) "Contractual Post" means the post Accountant/Inspector in Charity Organization Class III, in the office on which the direct recruits are appointed on contractual basis;
- (c) "Director General" means the Director General of the Sardar Patel Institute of Public Administration (SPIPA);
- (d) "direct recruit" means a person appointed on contractual basis on the post of Accountant/ Inspector in Charity Organization Class III, on the recommendation of the Gujarat Subordinate Service Selection Board, Gandhinagar through competitive examination;

- (e) "Examination" means the Post-training Examination held by the Sardar Patel Institute of Public Administration that has imparted Pre service training to the direct recruits;
- (f) "Institute" means the Sardar Patel Institute of Public Administration (SPIPA);
- (g) "Specified Chances" means the number of chances specified in these rules within which, person is required to pass the examination;
- (h) "Specified period" means the period specified in these rules within which a person is required to pass the examination.

3. Institutional training and Eligibility to appear in the post-training Examination; Every direct recruits shall be required to undergo institutional training in the Institute and pass the examination conducted by the Institute in accordance with the following provisions, namely:-

- (1) The institutional training shall be for a period of six weeks. This training shall be imparted by the Institute;
- (2) The direct recruit shall be under the control of the Director General, of the institute during the period of their institutional training;
- (3) The examination shall be held by the institute after the institutional training period is over. The direct recruits who have completed the institutional training programme shall be required to pass the post-training examination. After completion of the institutional training, the direct recruits shall be required to work in their respective offices until their post training examination;
- (4) In order to qualify for appearing at the examination, a direct recruit, shall be required to attend a minimum of 85% of the total number of lectures in the institutional training otherwise he shall be disqualified for appearing in the post-training examination and his service shall be liable to be terminated from his contractual appointment;
- (5) During the period of institutional training, a direct recruit shall not be allowed any type of leave or absence for more than three days. If the direct recruit remains absent for more than three days and the Director of the Institute is satisfied that his absence is not due to any unavoidable circumstances beyond his control, he may direct deduct the pay of the direct recruit for the days of his absence.

4. Scheme of Examination.-

- (1) The post-training examination shall consist of five papers, each paper shall be of 100 (one hundred) marks. The syllabus of each paper shall be as specified in Appendix-I appended to these rules.
- (2) The examination shall consist of Multiple Choice Questions (MCQ) except paper 4, which shall be descriptive. Answers of papers 4 shall be required to be written in English or Gujarati, as per the instructions given in the question paper.
- (3) The candidate shall be allowed to answer the question of papers 1 to 3 and 5 with the help of books and paper 4 shall be answered without books.

Explanation: 'With books' means original book of the subjects approved by the Government or the Institute from time to time having Acts and/or rules without any commentaries or case laws and includes manual issued under the Act published or approved by the Government of Gujarat.

5. Chances for passing of the post-training examination.-

- (1) The direct recruits shall be required to pass the post-training examination within maximum three chances during their contractual period:

Provided that a person belonging to the Scheduled Castes or the Schedules Tribes who is unable to pass the post-training examination within three chances, shall be allowed one additional chance which shall have to be availed of within a period of one year from the date of declaration of the result of the examination of his third chance.

- (2) If a direct recruit fails to pass the examination within the specified chances and specified period as required under these rules, his service shall be terminated.

Provided that if, in a case, the State Government is satisfied that the person could not pass the post-training examination within the specified chances for the reasons beyond his control, it may, after recording

reasons in writing allow him not more than two additional chances to pass such post-training examination on payment of such examination fee as may be determined by the Government from time to time:

Provided further that, if a person passes the post-training examination after availing the additional chances, he shall not be entitled to claim seniority over those persons who have passed such examination earlier than him within the specified chances and specified period.

(3) In the circumstances mentioned in sub-rule (1) and sub rule (2) above, if the examinations are not conducted in time or result thereof cannot be declared before the contractual period of the direct recruits is over, his contractual period shall be deemed to have been extended till the declaration of the result of the examination of his last additional chance avail to him.

(4) Not appearing in the examination, shall be considered as a chance.

6. Standard for passing of the examination.-

- (1) The standard for passing the examination shall be of fifty percent (50%) of the total marks assigned to each paper.
- (2) An unsuccessful candidate who secures fifty percent (50%) or more marks in one or more papers shall be exempted from appearing in that or those papers at the subsequent examinations.
- (3) If the candidate has obtained less than fifty marks in any one paper out of five papers and secures fifty or more than fifty marks in four other papers, in such circumstances, maximum five (5) gracing marks shall be given and he shall be declared pass in the examination.

7. Books for institutional training.-The institute shall provide books for institutional training and in post-training examination to the direct recruits without obtaining any security deposit during their institutional training in the Institute. The direct recruits shall be required to return the books as soon as the post-training examination is over. In case of their loss or damage, price of the books shall be recovered from the direct recruits by the institute.

8. Prohibition to use certain device in the Examination Hall.- No direct recruit shall be allowed to carry with him any other electronic communication devices like pager, cellular phone, laptop, i-pad, calculator etc. in the examination hall.

9. Publication of Result.- The Director General, shall declare the result of each examination and shall submit to the Government, for publishing the same.

10. Security and Surety Bond.- Every direct recruit shall be required to execute a security and surety bond in the form as specified in Appendix-II appended to these rules.

11. Miscellaneous Provisions.-

- (1) The Director General may change or alter the Schedule of the training examination as per the prevailing circumstances.
- (2) The direct recruit shall not be entitled to any travelling allowances for the journey performed by him to attend institutional training / or to appear in the examination.

Appendix-1

(see rule 4(1))

Syllabus for institutional Training and Post-training Examination for the direct recruits Accountant/Inspector, Class III, in Charity Organization.

Paper 1: Constitution of India and Service Matters

Marks: 100, Duration: 2 Hours.

1. Constitution of India with reference to,
 - (1) Article 309;
 - (2) Provision of Panchayats and Municipalities with focus on part IX and part-IXA of the Constitution of India.
 - (3) Election commission;
 - (4) Finance commission;
 - (5) Concurrent list and State list; and
 - (6) Provision Selected to Supreme Court and High Courts.
2. The Gujarat Civil Services (Conduct) Rules, 1971 and The Gujarat Civil Services (Discipline and Appeal) Rules, 1971.

3. The Gujarat Legislative Assembly Rules.
4. The Prevention of Corruption Act, 1988.
5. Structure of Panchayati Raj in Gujarat, its power and limitations.

Paper II: Financial Matters

Marks: 100, Duration: 2 Hours.

1. The Gujarat Civil Service Rules (G.C.S.R.) 2002; Vol.I to VIII.
2. The Gujarat Budget Manual, Part I and II.
3. The Gujarat Treasury Rules, 2000.
4. Delegation of Financial powers.
5. Purchase policy of Government of Gujarat.
6. Existing Higher Pay Scale Scheme.

Paper III : Office Procedure

Marks: 100, Duration: 2 Hours.

1. Rules of Business and instructions issued there under.
2. Manual of Office Procedure.
3. Organizing and structure of the machinery of the Government.
4. Performance Appraisal Report.
5. Instructions Roster Manual (How to prepare, maintain roster register and allocation of Roster points).
6. The Gujarat Civil Services Tribunal Act, 1972.
7. Right to Information Act, 2005.

Paper IV: Gujarati and English language and General Subject

Marks: 100, Duration: 3 Hours (Without Books).

- | | | |
|-----|--|----------|
| (1) | Essay in English and Gujarati | 15 Marks |
| (2) | Secretariat and field Relationship | 10 Marks |
| (3) | High Court matters-Preparation Para wise
Remarks and Drafting of Speaking Orders. | 10 Marks |
| (4) | Government Correspondence- different type of
Letters and difference between them. | 25 Marks |
| (5) | Grammar – English | 15 Marks |
| | Grammar - Gujarati | 15 Marks |
| (6) | Administrative Vocabulary - Gujarati and English
and its usage | 10 Marks |

Paper: V Departmental Act and Rules

Marks: 100, Duration: 2 Hours (With Books).

- (1) The Gujarat Public Trust Act, 1950.
- (2) Bombay Public Trust (Gujarat) Rules, 1961.
- (3) Indian Evidence Act, 1872 Chapter-5,6,10.
- (4) Limitation Act, 1963 Part-1,2,3.
- (5) Societies Registration Act, 1860.
- (6) The Charitable Endowments Act, 1890.
- (7) The Administrators-General Act, 1963.
- (8) The Official Trustees Act, 1913.

APPENDIX-II*(See rule 11)***SECURITY BOND**

Know all men by these presents that I a candidate selected for appointment to the post of on contractual basis in accordance with the rules contained in Government Notification Department, No..... dated The (hereinafter referred to as "The Rules") an held and firmly bound up to the Governor of Gujarat exercising the executive power of the Government of the State of Gujarat (hereinafter referred to as "the Government" which expression shall, unless the context otherwise requires, include his successors in office and assigns) in the amount equal to pay and allowances paid to me by the Government during my training plus amount prescribed by the Government from time to time towards the cost of training imparted to me by the institute. Being an expenditure incurred by the Government to my training and which is to be paid to the Government for which payment, well and truly to be made, I bind myself, my heirs, executors, administrators and legal representatives by these presents Whereas I am required under the rules to execute a bond for refund to the Government of the amount equal to pay and usual allowances drawn by me during the training in the event of my (a) failure to complete the institutional training, or (b) failure to appear in the post-training examination, or (c) failure to comply with any of the provisions of the contractual rules, if any, to the satisfaction of the Government or (d) quitting service before the completion of the period of 3 years from the date of my regular appointment on satisfactory completion of the contractual period. Now, the condition of the above written bond is that, if, I, duly and faithfully observe and perform the stipulations and conditions on my part to be observed and performed as contained in the said rules (which rules shall be deemed to form part of these presents), then the above written bond shall be void, otherwise the same shall remain in full force and effect.

Provided that without prejudice to other right or remedies, it shall be open to the Government to recover the amount payable under this bond as arrears of land revenue.

In witness whereof I have here to set my hand this day..... Of2022.

Signature of candidate

Signed and delivered by the above named in the presence of:-

1. Signature and full address.
2. Signature and full address.

SURETY

We and residing at in taluka District Declare ourselves sureties for the above named (hereinafter referred to as "The Candidate") and guarantee that the candidate shall do and perform all that he has undertaken to do and perform and in case of his (1) failure to complete the institutional training or (2) failure to appear in the post-training examination, or (3) failure to comply with any of the provisions of the contractual rules, if any, to the satisfaction of the Government, or (4) quitting service before the completion of the period of 3 years from the date of his regular appointment on satisfactory completion of the contractual period. We hereby bind ourselves jointly and severally to forfeit to the Government of Gujarat exercising the executive power of the Government of the State of Gujarat (hereinafter referred to as "The Government") the amount equal to the pay and allowances paid to him by the Government during his training plus amount prescribed by the Government from time to time towards the cost of training imparted to him by the Institute. Being an expenditure incurred by the Government on his training in which the candidate has bound himself and we agree that the Government may, without prejudice to other rights or remedies available to the Government recover the said amount from us as arrears of land revenue, and we also agree that any variation of the terms and conditions specified in the said rules shall not discharge us from our

liabilities to pay the said amount and for the purpose of enforcement of our liability under this agreement, our liability shall be joint and several with that of the candidate.

Dated this day of 2022 Signed and delivered by the Said.

Date:

Place:

Signature of Surety

Full address and occupation.

Date:

Place:

Signature of Surety

Full address and occupation.

In the presence of:

Signature

Full address and

Occupation of witness:

Signature

Full address and

Occupation of witness:

By order and in the name of the Governor of Gujarat,

N. A. BARIA,

Under Secretary to Government.

શ્રેયાન વ્યવસ્થાપક, સરકારી મધ્યસ્થ મુદ્રણાલય, ગાંધીનગર

તા.૦૧/૧૧/૨૦૨૨ થી ૩૦/૧૧/૨૦૨૨ દરમિયાન પ્રસિદ્ધ થયેલ અસાધારણ રાજપત્રની યાદી

અનુક્રમ નંબર	અસાધારણ રાજપત્રનો નંબર	જાહેરનામાનો નંબર અને તારીખ (ભાગ-૪-અ)	પ્રસિદ્ધિની તારીખ	વિભાગનું નામ
૧	૨	૩	૪	૫
૧	૧૦૬	GG/156/2022/SB-1/ELC/102022/26	૦૪/૧૧/૨૦૨૨	ગૃહ વિભાગ
૨	૧૦૭	GM/2022/118/M/STP/122022/1171/H-1	૦૫/૧૧/૨૦૨૨	મહેસૂલ વિભાગ
૩	૧૦૮	GM/2022/119/M/STP/122022/823/H-1	"	"
૪	૧૦૯	GM/2022/120/M/STP/122022/987/H-1	"	"
૫	૧૧૦	GM/2022/121/M/STP/122022/1247/H-1	"	"
૬	૧૧૧	GU-2022-59-GMU-102022-337-KH-1	૦૮/૧૧/૨૦૨૨	ઉદ્યોગ અને ખાણ
૭	૧૧૨	GU-2022-60-GMU-102022-337-KH-1	"	"
૮	૧૧૩	GY/36/MPW/102016/949/G	૧૦/૧૧/૨૦૨૨	આરોગ્ય અને પ. ક.
૯	૧૧૪	GS/18/2022/JSR-102022/2201/GH	૨૧/૧૧/૨૦૨૨	સામાન્ય વહીવટ વિભાગ
૧૦	૧૧૫	GU-74-2022-MKT-102022-979-KH-1	"	ઉદ્યોગ અને ખાણ
૧૧	૧૧૬	GU-75-2022-MKT-102022-1026-KH-1	"	"
૧૨	૧૧૭	G/PT/2022/12/STC/10/2008/1479/GH	"	બંદરો અને વા. વ્ય.

અનુક્રમ નંબર	અસાધારણ રાજપત્રનો નંબર	જાહેરનામાનો નંબર અને તારીખ (ભાગ-૪-અ)	પ્રસિદ્ધિની તારીખ	વિભાગનું નામ
૧	૨	૩	૪	૫
૧૩	૧૧૮	GS-17-HJS-10-2022-3070-HS	૨૨/૧૧/૨૦૨૨	સામાન્ય વહીવટ વિભાગ
૧૪	૧૧૮	જકે/2022/21/નટર/202017/1181/અ	"	કાયદા વિભાગ

બી. જી. ઠાકુર,
શ્રેયાન વ્યવસ્થાપક,
સરકારી મધ્યસ્થ મુદ્રણાલય,
ગાંધીનગર.

